

OVERVIEW OF BUDGET

**DEPARTMENT: ECONOMIC DEVELOPMENT/PUBLIC SERVICES
GROUP ADMINISTRATION**

ASSISTANT COUNTY ADMINISTRATOR: JOHN GOSS

BUDGET UNIT: AAA PSG

I. GENERAL PROGRAM STATEMENT

Economic Development/Public Services Group (ED/PSG) Administration is responsible to the County Administrative Officer for the overall administration of 12 county departments and functions. These departments, which provide most of the municipal functions and services for the county, include the following: Agriculture/Weights and Measures, Airports, Economic and Community Development, County Fire, Jobs and Employment Services, County Library, Land Use Services, Museums, the Redevelopment Agency, Registrar of Voters, Special Districts, and Public Works. This latter department includes the divisions of Transportation, Flood Control, Regional Parks, and Solid Waste Management.

II. BUDGET & WORKLOAD HISTORY

	Actual 2000-01	Budget 2001-02	Actual 2001-02	Budget 2002-03
Total Appropriation	287,496	101,589	256,214	98,000
Total Revenue	183,662	-	31,565	-
Local Cost	103,834	101,589	224,649	98,000
Budgeted Staffing		19.5		20.5

Actual expenditures in 2001-02 exceeded budget by approximately \$155,000 primarily due to the following Board-approved allocation of funds: \$91,500 to support programs provided by the Arts Council for San Bernardino County and \$34,650 for the mid-year addition of an administrative analyst to address Special District and County Fire issues. The remaining overage in expenditures is the result of the Board approving an agreement with an outside consultant to perform a financing study of the county's fire department. County Fire contributed \$30,000 in 2001-02 for the cost of this study, which is the main reason why actual revenues exceeded budget by \$31,565.

III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

STAFFING CHANGES

On January 29, 2002, the Board approved the addition of 1.0 administrative analyst to address Special District/County Fire issues, as well as budgetary issues related to a number of departments within the Economic Development/Public Services Group.

PROGRAM CHANGES

None.

GROUP: Economic Development/Public Services			FUNCTION: General		
DEPARTMENT: Economic Development/Public Svcs Admin			ACTIVITY: Other General		
FUND: General AAA PSG					
	2001-02 Actuals	2001-02 Approved Budget	2002-03 Board Approved Base Budget	2002-03 Board Approved Changes to Base Budget	2002-03 Final Budget
<u>Appropriations</u>					
Salaries and Benefits	1,345,230	1,537,944	1,729,826	19,983	1,749,809
Services and Supplies	598,105	330,658	330,505	16,585	347,090
Central Computer	10,831	8,586	38,629	-	38,629
Other Charges	191,500	100,000	100,000	-	100,000
Equipment	13,253	-	-	-	-
Transfers	28,420	55,526	55,526	(14,403)	41,123
Total Expen Authority	2,187,339	2,032,714	2,254,486	22,165	2,276,651
Less:					
Reimbursements	(1,931,125)	(1,931,125)	(2,156,486)	(22,165)	(2,178,651)
Total Appropriation	256,214	101,589	98,000	-	98,000
<u>Revenue</u>					
Other Revenue	31,565	-	-	-	-
Total Revenue	31,565	-	-	-	-
Local Cost	224,649	101,589	98,000	-	98,000
Budgeted Staffing		19.5	20.5		20.5

ED/PSG ADMINISTRATION

Total Changes in Board Approved Base Budget		
Base Year		
Salaries and Benefits	92,882	MOU and retirement increases.
Services and Supplies	(153)	Net effect of the following: 2% budget reduction, decreases in EHAP and risk management liability rates, and an increase for inflation.
Central Computer	30,043	Increase resulting from a change in methodology for allocating 2410 costs.
Reimbursements	(126,361)	Increase from ED/PSG non-general fund departments to offset additional costs and the local cost reduction.
Mid Year		
Salaries and Benefits	99,000	January 29, 2002 Board-approved action authorizing the addition of 1.0 Administrative Analyst position and the reclassification of a Deputy Administrative Officer to an Associate Administrative Officer.
Reimbursements	(99,000)	Increase from ED/PSG non-general fund departments to offset the department's additional costs resulting from the January 29, 2002 Board action.
Total Appropriation Change	(3,589)	
Total Revenue Change	-	
Total Local Cost Change	(3,589)	
Total 2001-02 Appropriation	101,589	
Total 2001-02 Revenue	-	
Total 2001-02 Local Cost	101,589	
Total Base Budget Appropriation	98,000	
Total Base Budget Revenue	-	
Total Base Budget Local Cost	98,000	

Board Approved Changes to Base Budget		
Salaries and Benefits	19,983	To fund step increases and additional vacation/holiday leave cash outs anticipated in 2002-03.
Services and Supplies	14,000	Additional rent expense related to the leased building at 2nd and D Street in San Bernardino which houses staff for the Economic Development Subgroup.
	2,585	Additional costs for travel related to the Economic Development Subgroup.
	16,585	
Transfers	(14,403)	Reduced amount to the county's Redevelopment Agency for the agency's salary costs not related to the San Sevaine Project.
Reimbursements	(22,165)	Increased reimbursements from the group's non-general departments to offset additional costs of ED/PSG Administration.
Total Appropriations	-	
Total Revenues	-	
Local Cost	-	